

Text of Proposed Amendments to
California Code of Regulations, Title 18, Section 6001

Appendix A

Designated Positions

Disclosure Categories

Board Members' Offices

Deputy to Board Member	Al 1-8
Administrative Assistant to Board Member	Al 1-8
Assistant to Board Member	Al 1-8
CEA (All Levels)	Al 1-8
<u>District Director</u>	1-8
<u>Community Affairs Deputy</u>	1-8
Administrative Assistant	1-8
Staff Services Manager	1-8, 9
Tax Counsel (All Levels)	1-6, 7
Tax Consultant Expert (All Levels)	1-6, 7
Tax Services Specialist	1-6, 7
Assistant Tax Services Specialist	1-6, 7
<u>Associate Tax Auditor</u>	1-7
Associate Governmental Program Analyst	1-2, 4-6, 7
Business Taxes Representative	1-6, 7
Business Taxes Specialist H (All Levels)	1-6, 7
Information Officer H (All Levels)	1-2, 4-6, 7
<u>Special Consultant</u>	1-7

Executive Office

Executive Director	Al 1-8
Administrative Assistant	Al
CEA (Communications Office)	Al

Executive Services Section

Staff Services Manager (All Levels)	1-8
Business Taxes Specialist (All Levels)	1-2, 4-7
Associate Management Analyst	1-2, 4-7
Associate Governmental Program Analyst	1-2, 4-7

Board Proceedings Division

CEA	Al
<u>Chief</u>	1-8
Staff Services Manager	Al 7, 9
Business Taxes Specialist (All Levels)	7, 9
Associate Governmental Program Analyst (LAN Workgroup Manager)	1-6, 8
Associate Governmental Program Analyst	1-6

Customer and Taxpayer Services Division

CEA	All
Staff Services Manager	1-9
Business Taxes Compliance Specialist	1-6
Assistant Tax Services Specialist	1-6
Associate Governmental Program Analyst	1-6
Associate Information Systems Analyst	8
Staff Services Manager (Forms and Publications Section)	7, 9
Assistant Tax Services Specialist (Forms and Publications Section)	7, 8
Associate Governmental Program Analyst (Forms and Publications Section)	7, 8

External Affairs Department

<u>Deputy Director</u>	<u>1-8</u>
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Outreach Services Division

<u>Staff Services Manager (All Levels)</u>	<u>1-2, 4-7, 9</u>
<u>Information Officer (All Levels)</u>	<u>1-2, 4-7</u>
<u>Tax Services Specialist</u>	<u>1-2, 4-7</u>

Customer Service and Publishing Division

<u>Staff Services Manager (All Levels)</u>	<u>1-2, 4-7</u>
<u>Business Taxes Compliance Supervisor (All Levels)</u>	<u>1-2, 7, 9-11</u>
<u>Tax Service Specialist</u>	<u>1-2, 7, 9-11</u>
<u>Business Taxes Compliance Specialist</u>	<u>1-2, 7</u>
<u>Systems Software Specialist (All Levels)</u>	<u>10</u>

Web Services Division

<u>Senior Information Systems Analyst (Supervisor)</u>	<u>10</u>
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Office of Public Affairs

<u>Tax Service Specialist</u>	<u>1-2, 4-8</u>
<u>Information Officer (All Levels)</u>	<u>1-2, 4-7, 9</u>
<u>Staff Services Manager</u>	<u>1-2, 4-7, 9</u>

Legislative and Research Division

Assistant Chief Counsel	All
CEA (All Levels)	All 1-8
Staff Services Manager (All Levels)	1-6, 9
Senior Specialist Property Appraiser	1-6
Business Taxes Specialist (All Levels)	1-6, 7
Associate Governmental Program Analyst (System or LAN Administrator)	1-6, 8
Operations Research Specialist	1-4, 6, 8
Research Manager (All Levels)	1-2, 5, 9
Research Program Specialist (All Levels)	1-4, 8, 2, 5, 9
Research Analyst	1-4, 8

Technology Services Division

<u>Chief Information Officer</u>	<u>1-8</u>
<u>CEA (All Levels)</u>	<u>All 1-8</u>
<u>Data Processing Manager IV</u>	<u>All 1-8</u>
<u>Business Taxes Administrator</u>	<u>1, 2, 7-9</u>
<u>Business Taxes Compliance Supervisor</u>	<u>1, 2, 7-9</u>
<u>Data Processing Manager (I-III)</u>	<u>7-9 10</u>
<u>Staff Services Manager (All Levels)</u>	<u>7-9 10</u>
<u>Systems Software Specialist (II or III)</u>	<u>8 10</u>
<u>Systems Software Specialist III (Supervisor)</u>	<u>10</u>
<u>Associate Systems Software Specialist</u>	<u>8</u>
<u>Senior Information Systems Analyst (Specialist or Supervisor)</u>	<u>8 10</u>
<u>Staff Information Systems Analyst (Specialist or Supervisor)</u>	<u>8 10</u>
<u>Associate Information Systems Analyst</u>	<u>8</u>
<u>Senior Programmer Analyst (Supervisor)</u>	<u>8 10</u>
<u>Staff Programmer Analyst</u>	<u>8</u>
<u>Associate Programmer Analyst</u>	<u>8</u>
<u>Associate Governmental Program Analyst</u>	<u>8</u>

CROS Project Team

<u>CEA (All Levels)</u>	<u>1-8</u>
<u>Data Processing Manager (All Levels)</u>	<u>1-2, 4-8</u>
<u>Business Taxes Administrator III</u>	<u>1-2, 4-8</u>
<u>Business Taxes Specialist (All Levels)</u>	<u>10</u>
<u>Staff Services Manager (All Levels)</u>	<u>10</u>
<u>Business Taxes Representative (All Levels)</u>	<u>10</u>
<u>Associate Governmental Program Analyst</u>	<u>10</u>
<u>Systems Software Specialist (All Levels)</u>	<u>10</u>
<u>Senior Information Systems Analyst (Specialist)</u>	<u>10</u>
<u>Senior Programmer Analyst (Specialist)</u>	<u>10</u>
<u>Staff Information Systems Analyst (Specialist or Supervisor)</u>	<u>10</u>
<u>Evaluators***</u>	<u>10</u>
<u>Subject Matter Experts ***</u>	<u>10</u>

Taxpayers' Rights and Equal Employment Opportunity Division

<u>CEA</u>	<u>All</u>
<u>Taxpayers' Rights Advocate</u>	<u>1-8</u>
<u>Tax Counsel (All Levels)</u>	<u>1-7</u>
<u>Business Taxes Administrator (TRA) (All Levels)</u>	<u>1-7, 9</u>
<u>Business Taxes Specialist (TRA) (All Levels)</u>	<u>1-4 7</u>
<u>Senior Specialist Property Appraiser (TRA)</u>	<u>3, 7</u>
<u>Assistant Property Appraiser (TRA)</u>	<u>3, 7</u>
<u>Associate Property Appraiser (TRA)</u>	<u>1-4</u>
<u>Staff Services Manager (EEOO) (All Levels)</u>	<u>7, 9</u>
<u>Associate Governmental Program Analyst (EEOO)</u>	<u>7, 9</u>

Internal Audit Division

<u>Chief</u>	<u>1-8</u>
<u>Business Taxes Administrator (All Levels)</u>	<u>1-7, 9</u>
<u>Business Taxes Specialist (All Levels)</u>	<u>1-7</u>
<u>Associate Tax Auditor</u>	<u>1-7</u>

Administration Department

<u>CEA</u>	<u>All</u>
<u>Training Officer (Training Office)</u>	<u>9</u>
<u>Associate Governmental Program Analyst (Training Office)</u>	<u>9</u>
<u>Deputy Director</u>	<u>1-8</u>

Information Security Office

<u>Data Processing Manager (All Levels)</u>	<u>1-2, 4-8</u>
<u>Senior Information Systems Analyst (Specialist)</u>	<u>10</u>
<u>Business Taxes Specialist (All Levels)</u>	<u>10</u>
<u>Staff Information Systems Analyst</u>	<u>10</u>
<u>Associate Information Systems Analyst</u>	<u>10</u>

Administrative Support Division

<u>CEA</u>	<u>All</u>
<u>Chief</u>	<u>1-7, 9-10</u>
<u>Staff Services Manager (All Levels)</u>	<u>7-10 1-7, 9-10</u>
<u>Associate Business Management Analyst</u>	<u>7-9</u>
<u>Associate Governmental Program Analyst</u>	<u>7-9</u>
<u>Telecommunications Systems Analyst</u>	<u>10</u>
<u>Office Services Manager (Supervisor, Cashier Unit)</u>	<u>7</u>
<u>Business Services Officer (Supervisor)</u>	<u>9-10</u>
<u>Printing Trades Supervisor (All Levels)</u>	<u>9-10</u>
<u>Warehouse Manager (All Levels)</u>	<u>9-10</u>
<u>Office Services Supervisor (All Levels)</u>	<u>9-10</u>
<u>Chief Construction Supervisor</u>	<u>9-10</u>

Personnel ManagementHuman Resources Division

<u>CEA</u>	<u>7-9</u>
<u>Chief</u>	<u>1-7, 9, 11</u>
<u>Staff Services Manager (All Levels)</u>	<u>7-9, 11</u>
<u>Associate Governmental Program Analyst</u>	<u>7-9, 11</u>
<u>Associate Personnel Analyst</u>	<u>7-9, 11</u>
<u>Personnel Supervisor (All Levels)</u>	<u>9, 11</u>
<u>Training Officer</u>	<u>9, 11</u>
<u>Labor Relations Manager</u>	<u>9, 11</u>
<u>Labor Relations Specialist</u>	<u>7-9, 11</u>

Financial Management Division

CEA	All
Chief	1-8
Staff Services Manager (All Levels)	7-98
Accounting Administrator (All Levels)	7-98
Senior Administrative Analyst	8
Mailing Machines Supervisor (All Levels)	10
Office Services Manager (All Levels)	9
Associate Accounting Analyst	7-9
Associate Administrative Analyst	7-9
Associate Budget Analyst	7-9
Senior Accounting Officer	7-9
Associate Governmental Program Analyst	7-9
Staff Information Systems Analyst (Specialist)	8
 Policy, Planning and Evaluation Division	
Staff Services Manager III	1-4, 7-9
Staff Services Manager I or II	7-9
Associate Management Analyst	7-9
Associate Business Management Analyst	7-9
Associate Governmental Program Analyst	7-9
Staff Information Systems Analyst	8
 Legal Department	
Chief Counsel	1-8
CEA (All Levels)	All 1-8
Assistant Chief Counsel	All 1-8
Tax Counsel	1-67
Supervising Tax Auditor	1, 2
Business Taxes Administrator (All Levels)	9
Administrative Assistant	7-9
Librarian	7, 89
Staff Information Systems Analyst	8
Associate Information Systems Analyst	8
Business Taxes Specialist II or III	1, 2, 7
Business Taxes Specialist I	1, 2*, 7
Business Taxes Compliance Supervisor (Offers in Compromise)	1, 2
Business Taxes Compliance Specialist (Offers in Compromise)	1, 2, 7
Business Taxes Specialist (Offers in Compromise) (All Levels)	1, 2, 7
 Internal Security and Audit Division	
CEA	All
Business Taxes Administrator	All
Business Taxes Specialist	All
Associate Tax Auditor	All
Associate Governmental Program Analyst	7-9
Systems Software Specialist	8

Staff Information Systems Analyst	8
Associate Information Systems Analyst	8
Assistant Information Systems Analyst	8
<u>Investigations and Special Operations Division</u>	
CEA	All
Chief	1-8
Business Taxes Administrator (All Levels)	1, 2, 7, 9
Business Taxes Compliance Supervisor (All Levels)	1-7, 9
Business Taxes Specialist (All Levels)	1, 2-7
Business Taxes Compliance Specialist	1, 2-7
Supervising Tax Auditor	1, 2, 9-7
Associate Tax Auditor	1, 2-7
Senior Information Systems Analyst (Specialist)	10
Staff Information Systems Analyst	8, 10
<u>Data Analysis Section</u>	
Supervising Tax Auditor (All Levels)	1-8
Business Taxes Specialist II or III	1, 7
Business Taxes Specialist I	12
Business Taxes Compliance Specialist	12
<u>Property and Special Taxes Department</u>	
CEA	All
Administrative Assistant	1, 2, 6-9
Staff Services Manager	7-9
Associate Governmental Program Analyst	3, 7-9
Staff Information Systems Analyst	8
<u>Assessment Policy and Standards Division</u>	
CEA	3, 7-9
Principal Property Appraiser	3, 7-9
Senior Specialist Property Appraiser	3
Senior Specialist Property Auditor Appraiser	3
Supervising Property Appraiser	3, 7-9
Associate Property Appraiser	3
Associate Property Auditor Appraiser	3
Research Analyst II (GIS)	3
<u>County Property Tax Division</u>	
CEA	3, 4, 7-9
Principal Property Appraiser	3, 7-9
Senior Petroleum and Mining Appraisal Engineer	3
Supervising Property Appraiser (Assessment Practices Surveys Section)	3, 7-9
Senior Specialist Property Appraiser (Assessment Practices Surveys Section)	3

Senior Specialist Property Auditor Appraiser (Assessment Practices Surveys Section)	3
Associate Property Appraiser (Assessment Practices Surveys Section)	3
Associate Property Auditor Appraiser (Assessment Practices Surveys Section)	3
Supervising Property Appraiser (Timber Tax Section)	4, 7-9
Senior Specialist Property Auditor Appraiser (Timber Tax Section)	4
Associate Property Auditor Appraiser (Timber Tax Section)	4
Senior Forest Property Appraiser	4
Associate Forest Property Appraiser	4
Valuation Division	
CEA	3, 7-9
Principal Property Appraiser	3, 7-9
Senior Specialist Property Appraiser	3
Senior Specialist Property Auditor Appraiser	3
Supervising Property Appraiser	3, 7-9
Associate Property Appraiser	3
Associate Property Auditor Appraiser	3
Excise Taxes and Fees Division	
CEA	1, 2, 7-9
Business Taxes Compliance Supervisor	1, 2, 6, 9
Business Taxes Compliance Specialist	1, 2, 6, 9
Supervising Tax Auditor	1, 2, 6, 9
Business Taxes Specialist II or III	1, 2, 6, 9
Business Taxes Specialist I	1, 2, 6 *
Associate Tax Auditor	1, 2, 6 *
Fuel Taxes Division	
CEA	1, 2, 7-9
Business Taxes Administrator	1, 2, 7-9
Staff Services Manager	1, 2, 9
Business Taxes Compliance Supervisor	1, 2, 9
Business Taxes Compliance Specialist	1, 2, 9
Supervising Tax Auditor	1, 2, 9
Business Taxes Specialist II or III	1, 2, 9
Business Taxes Specialist I	1, 2 *
Associate Tax Auditor	1, 2 *
<u>Property and Special Taxes Department</u>	
<u>Deputy Director</u>	<u>1-8</u>
<u>Business Taxes Specialist II or III (Technical Advisors)</u>	<u>1-4, 6-7, 9</u>

County-Assessed Properties Division & State-Assessed Properties Division

<u>CEA (All Levels)</u>	<u>2-7, 9</u>
<u>Business Taxes Administrator (All Levels)</u>	<u>9, 13</u>
<u>Principal Property Appraiser</u>	<u>9, 13</u>
<u>Principal Property Appraiser (Timber)</u>	<u>4, 9</u>
<u>Supervising Property Appraiser</u>	<u>9, 13</u>
<u>Supervising Property Appraiser (SAPD)</u>	<u>9, 13</u>
<u>Research Manager (All Levels)</u>	<u>9, 13</u>
<u>Senior Specialist Property Appraiser</u>	<u>13</u>
<u>Senior Specialist Property Auditor Appraiser</u>	<u>13</u>
<u>Senior Specialist Property Auditor Appraiser (Timber)</u>	<u>4</u>
<u>Senior Forest Property Appraiser</u>	<u>4</u>
<u>Senior Petroleum and Mining Appraisal Engineer</u>	<u>13</u>
<u>Associate Forest Property Appraiser</u>	<u>4</u>
<u>Associate Property Appraiser</u>	<u>13</u>
<u>Associate Property Auditor Appraiser</u>	<u>13</u>
<u>Associate Property Auditor Appraiser (Timber)</u>	<u>4</u>
<u>Assistant Property Appraiser</u>	<u>13</u>
<u>Assistant Property Auditor Appraiser</u>	<u>13</u>
<u>Assistant Property Auditor Appraiser (Timber)</u>	<u>4</u>
<u>Business Taxes Specialist (All Levels)</u>	<u>13</u>
<u>Research Analyst (All Levels)</u>	<u>13</u>
<u>Tax Auditor</u>	<u>13</u>
<u>Business Tax Representative (Timber)</u>	<u>4</u>
<u>Associate Government Program Analyst</u>	<u>13</u>
<u>Staff Services Analyst (LEOP)</u>	<u>12</u>

Special Taxes Policy & Compliance Division and Special Taxes Audit and Carrier Division

<u>CEA (All Levels)</u>	<u>1-2, 6, 7, 9</u>
<u>Business Taxes Administrator (All Levels)</u>	<u>1-2, 6, 7</u>
<u>Supervising Tax Auditor (All Levels)</u>	<u>1-2, 6, 7</u>
<u>Business Taxes Compliance Supervisor (All Levels)</u>	<u>1-2, 6, 7</u>
<u>Business Taxes Specialist II or III</u>	<u>1-2, 6, 7, 9</u>
<u>Business Taxes Compliance Specialist</u>	<u>12</u>
<u>Business Taxes Specialist I</u>	<u>12</u>
<u>Associate Tax Auditor</u>	<u>12</u>
<u>Tax Auditor</u>	<u>12</u>
<u>Business Taxes Representative</u>	<u>12</u>

Sales and Use Tax Department

<u>CEA 3 or 4</u>	<u>All</u>
<u>CEA 2</u>	<u>1, 2, 7-9</u>
<u>Business Taxes Administrator</u>	<u>1, 2, 7-9</u>
<u>Administrative Assistant</u>	<u>1, 2, 7, 8</u>

Business Taxes Compliance Supervisor (LAN Administrator)	1, 2, 8, 9
Business Taxes Compliance Supervisor	1, 2, 9
Business Taxes Compliance Specialist	1, 2, 9
Supervising Tax Auditor	1, 2, 7-9
Business Taxes Specialist II or III	1, 2, 7-9
Business Taxes Specialist (Special Projects)	1, 2, 7-9
Business Taxes Specialist (Systems Coordinator)	1, 2, 8, 9
Business Taxes Specialist (Training Group)	1, 2, 9
Business Taxes Specialist (Computer Audit Specialist)	1, 2, 8
Business Taxes Specialist (Regulation Coordinator)	1, 2
Business Taxes Specialist (Revenue Opportunity)	1, 2
Business Taxes Specialist (Technical Advisor)	1, 2
Business Taxes Specialist (Project Coordinator)	1, 2
Business Taxes Specialist I	1, 2 *
Associate Tax Auditor	1, 2 *
Staff Information Systems Analyst	1, 2, 8
Associate Information Systems Analyst	1, 2, 8
Associate Governmental Program Analyst	1, 2

Sales and Use Tax Department

<u>Deputy Director</u>	<u>1-8</u>
<u>Business Taxes Specialist II or III</u>	<u>1, 7, 9</u>
<u>Business Taxes Administrator (All Levels)</u>	<u>1, 7, 9</u>
<u>Business Taxes Compliance Specialist</u>	<u>1, 7</u>

Headquarters Operations Division

<u>Chief</u>	<u>1, 7, 9</u>
<u>Business Taxes Specialist II or III</u>	<u>1, 7, 9</u>
<u>Supervising Tax Auditor II or III</u>	<u>1, 7, 9</u>
<u>Business Taxes Administrator (All Levels)</u>	<u>1, 7, 9</u>
<u>Business Taxes Specialist I</u>	<u>12</u>
<u>Business Taxes Compliance Specialist</u>	<u>12</u>
<u>Supervising Tax Auditor I</u>	<u>1, 7</u>
<u>Supervising Tax Technician</u>	<u>1, 7</u>
<u>Associate Tax Auditor</u>	<u>12</u>
<u>Tax Auditor</u>	<u>12</u>
<u>Business Taxes Representative</u>	<u>12</u>
<u>Senior Information Systems Analyst (Specialist)</u>	<u>10</u>

Tax Policy Division

<u>Chief</u>	<u>1, 7, 9, 10</u>
<u>Business Taxes Specialist II or III</u>	<u>1, 7, 9, 10</u>
<u>Supervising Tax Auditor II or III</u>	<u>1, 7, 9</u>
<u>Business Taxes Administrator (All Levels)</u>	<u>1, 7, 9, 10</u>
<u>Business Taxes Specialist I</u>	<u>1, 7</u>
<u>Business Taxes Compliance Specialist</u>	<u>1, 7</u>

<u>Supervising Tax Auditor I</u>	<u>1, 7</u>
<u>Supervising Tax Technician</u>	<u>1, 7</u>
<u>Associate Tax Auditor</u>	<u>12</u>
<u>Tax Auditor</u>	<u>12</u>
<u>Business Taxes Representative</u>	<u>12</u>
<u>Senior Information Systems Analyst (Specialist)</u>	<u>10</u>
 <u>Field Operations Division</u>	
<u>Chief</u>	<u>1, 7, 9</u>
<u>Business Taxes Administrator (All Levels)</u>	<u>1, 7, 9</u>
<u>Business Taxes Specialist II or III</u>	<u>1, 7</u>
<u>Business Taxes Compliance Supervisor (All Levels)</u>	<u>1, 7</u>
<u>Supervising Tax Auditor (All Levels)</u>	<u>1, 7</u>
<u>Supervising Tax Technician (All Levels)</u>	<u>1, 7</u>
<u>Information Officer (All Levels)</u>	<u>1, 7</u>
<u>Business Taxes Compliance Specialist</u>	<u>12</u>
<u>Business Taxes Representative</u>	<u>12</u>
<u>Business Taxes Specialist I</u>	<u>12</u>
<u>Associate Tax Auditor</u>	<u>12</u>
<u>Tax Auditor</u>	<u>12</u>
<u>Information Officer (All Levels)</u>	<u>1, 7</u>
 <u>Retired Annuitants</u>	 <u>*</u>
 <u>Consultants/New Positions</u>	 <u>All**</u>
 <u>CROS Evaluators</u>	 <u>***</u>
 * Pursuant to 2 California Code of Regulations, section 18733, in lieu of filing Form 700, an employee in this disclosure category who was not assigned and did not participate in any property tax audits shall file Form 700-A.	
 ** Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation: The Executive Director may determine in writing that a particular consultant is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.	
 * Retired Annuitants who are appointed in classifications corresponding to civil service employee classification categories listed in this conflict of interest code will disclose under that civil service classification category.	

** Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Executive Director may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. (Gov. Code, § 81008.)

*** CROS Evaluators and CROS Subject Matter Experts shall disclose based on the designations made (1) for Evaluators or Subject Matter Experts under the CROS Project Team and (2) the position, if designated, that they hold with any other department/division/office/section at the State Board of Equalization.